POSITION ANNOUNCEMENT

TITLE: POLICE OFFICER/ FIELD TRAINING OFFICER

DEPT: CAMPUS POLICE

REG ☑ TEMP ☐ FULL TIME ☑ PART TIME ☐

STARTING RATE or SALARY RANGE $17.50

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

INTERNAL POSTING THROUGH: Concurrent* CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB DUTIES:
Field Training Officer (FTO) properly trains and evaluates new officers on procedures and department policy. Responsible for evaluating the new officers performance over the period of time needed to complete field training. Shall serve as a role model, training officer, evaluator, leader/limited supervisor and counselor to new employees of the department. In addition to his/her responsibilities as an FTO, the officer must also perform all of the duties that are regularly assigned to a patrol officer.

REQUIRED QUALIFICATIONS:
Must be able to read and comprehend instructions, write information and complete simple forms. High school (or GED) level ability in spelling, grammar, basic composition and math required. Must be 21+ years of age. Must be certified through the New Mexico Law Enforcement Academy. Must have Field Training Officer Certification. Must have a New Mexico Driver’s License. No felony convictions. 5+ years’ experience in law enforcement experience required. Law Enforcement Basic Instructor Certificate desired. Knowledge of Courtroom and Booking procedures required. Knowledge of Federal, State, and City criminal and traffic laws required. Must have the ability to interface well with students, faculty, staff and the public required. Report all activities to the Director required. Ability to write comprehensive reports required. Ability to obtain a security clearance required. Candidate is subject to a pre-employment drug screen upon hire.

Apply to: New Mexico Tech, Human Resources 801 Leroy Pl. Brown Hall, Box 179, Socorro, NM 87801-4796